

4 JAN 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 31 December 1971

1. Effect of Pay Raise on Year-End Retirees: The new pay bill becomes effective on 9 January 1972. Steps have been taken to secure certain benefits deriving from this bill for the 69 Agency employees who retire between 22 December and 8 January. These employees will have their lump sum leave balances paid at the present rate for the amount of leave that would take them through 8 January. The remainder of their leave balance will be paid at the higher rate that becomes effective on 9 January. To secure the higher FPMR benefit an employee must be on the rolls as of 9 January. Thus, retirement actions scheduled to be effective before that date will in most cases be changed to COB that date. This necessitated placing these employees in an annual leave status (or IWOP if necessary) to retain them in employment status until 9 January. We have identified all employees who will be affected, have notified the career services concerned and will ensure that necessary steps and documentation are accomplished. Of the 69 retirees, 52 were extended.

2. Gift on FPMR on Allowances: On 23 December 1971 the Allowance Staff of the State Department sent out a priority cable to all diplomatic

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and counselor posts stating that the freeze on allowances and differential increases for U.S. Government civilian employees in foreign areas has been lifted. Increases held in abeyance during Phase I will now be implemented as of 10 December 1971. The cable stresses that the forthcoming rates are not the results of the most recent dollar revaluation. Consequently, further rate changes may be needed.

3. Position Management:

25X1A a. A meeting was held with the Chief, Career Management and Training Staff, Office of Communications, to discuss the proposed reorganization of the [REDACTED] Communications Schools. Advice was provided on organizational structure, functional alignment of positions and classification of positions.

b. A meeting was held with officials of the Office of Current Intelligence, Intelligence Directorate, to develop plans and procedures for conducting a survey of OCI. A starting date of 10 January 1972 was agreed to by both parties.

c. Discussions were held with members of the Non-Official Cover Activities Division in an attempt to reach an agreement regarding the establishment of a Staffing Complement for the organization. Also discussed were the proposed supergrade positions for NOCAD.

/s/Harry B. Fisher

Harry B. Fisher
Director of Personnel

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